

# ORDER FOR SUPPLIES OR SERVICES

PAGE OF PAGES

1

11

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

1. DATE OF ORDER 08/04/2014		2. CONTRACT NO. (If any) EP-W-14-020		6. SHIP TO	
3. ORDER NO. 0027		4. REQUISITION/REFERENCE NO. PR-R3-14-00357		a. NAME OF CONSIGNEE Denise Rigney	
5. ISSUING OFFICE (Address correspondence to) HPOD US Environmental Protection Agency Headquarters Procurement Operations Ariel Rios Building 1200 Pennsylvania Avenue, NW Washington DC 20460				b. STREET ADDRESS US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R	
7. TO: NA				c. CITY Washington	d. STATE DC
a. NAME OF CONTRACTOR SRA International, Inc.				e. ZIP CODE 20460	
b. COMPANY NAME				f. SHIP VIA	
c. STREET ADDRESS 4300 FAIR LAKES COURT				8. TYPE OF ORDER	
d. CITY Fairfax				<input type="checkbox"/> a. PURCHASE REFERENCE YOUR  Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheet, if any, including delivery as indicated.	
e. STATE VA				<input checked="" type="checkbox"/> b. DELIVERY Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.	
f. ZIP CODE 22033					
9. ACCOUNTING AND APPROPRIATION DATA See Schedule				10. REQUISITIONING OFFICE HPOD	
11. BUSINESS CLASSIFICATION (Check appropriate box(es))					
<input type="checkbox"/> a. SMALL <input type="checkbox"/> b. OTHER THAN SMALL <input type="checkbox"/> c. DISADVANTAGED <input type="checkbox"/> d. WOMEN-OWNED <input type="checkbox"/> e. HUBZone <input type="checkbox"/> f. SERVICE-DISABLED VETERAN-OWNED <input type="checkbox"/> g. WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOSB PROGRAM <input type="checkbox"/> h. EDWOSB					
12. F.O.B. POINT Destination					
13. PLACE OF		14. GOVERNMENT B/L NO.		15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date)	
a. INSPECTION Destination		b. ACCEPTANCE Destination		16. DISCOUNT TERMS	

## 17. SCHEDULE (See reverse for Rejections)

ITEM NO (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	DUNS Number: 097779698 The purpose of this Task Order is to procure the services of SRA to perform the duties as outlined in the SOW. A Work Plan and Cost Estimate is due to EPA within ten business days from the date of this Order. Continued ...					
18. SHIPPING POINT		19. GROSS SHIPPING WEIGHT		20. INVOICE NO.		17(h) TOTAL (Cont. pages)
21. MAIL INVOICE TO						
a. NAME RTP Finance Center						\$3,000.00
b. STREET ADDRESS (or P.O. Box) US Environmental Protection Agency RTP-Finance Center Mail Drop D143-02 109 TW Alexander Drive						\$3,000.00
c. CITY Durham						
d. STATE NC						
e. ZIP CODE 27711						

22. UNITED STATES OF AMERICA BY (Signature)	23. NAME (Typed) Patrice L. Cunningham TITLE: CONTRACTING/ORDERING OFFICER
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**ORDER FOR SUPPLIES OR SERVICES  
SCHEDULE - CONTINUATION**

PAGE NO

2

IMPORTANT: Mark all packages and papers with contract and/or order numbers

DATE OF ORDER  
08/04/2014

CONTRACT NO  
EP-W-14-020

ORDER NO.  
0027

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
0001	<p>TOPO: Denise Rigney Max Expire Date: 10/31/2016 Admin Office: HPOD US Environmental Protection Agency Headquarters Procurement Operations Ariel Rios Building 1200 Pennsylvania Avenue, NW Washington DC 20460 Accounting Info: 14-15-B-03LP0CB-202B63-2505-1403LL1022-001 BFY: 14 EFY: 15 Fund: B Budget Org: 03LP0CB Program (PRC): 202B63 Budget (BOC): 2505 DCN - Line ID: 1403LL1022-001 Period of Performance: 08/04/2014 to 10/31/2016  Split funded: \$15,000 EPM, \$10,000 SF  Task Order Funding  Split funded: \$15,000 EPM, \$10,000 SF  The obligated amount of award: \$3,000.00. The total for this award is shown in box 17(i).</p>				3,000.00	
TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))					\$3,000.00	

**Contract # EP-W14    Task Order #**

**TITLE:** Conflict Prevention and Resolution Center - Just In Time Consultative Services for Region 3 Water Protection Related Collaborative Activities and Pilot Efforts

This project was begun under Task Order #15, Contract EP W09 011.

**Abstract:** This task order provides facilitation for the conflict prevention, outreach, and information support for R3 WPD water related issues including support of the Chesapeake Bay TMDL implementation, support of innovative initiatives/Partnerships such as Green Street Green Towns, Green Jobs (G3); Faster, Cheaper, Greener (FCG); and Community Based Public Private Partnerships (CBP3). The outcome of projects on this task order will be information/outreach support through webcasts, electronic newsletters, technical support documents from research and coordination, Charrettes, workshops, self-help guides, fact sheets, and/or manuals for information and technology transfer. This task order is being funded by EPA Region 3.

**I.      BACKGROUND**

The purpose of this task is to provide the Conflict Prevention and Resolution Center (CPRC) and the U.S. EPA Region 3 Water Protection Division Office of State and Watershed Partnerships – Green Highways Partnership with assistance in implementing collaborative problem solving, dispute prevention, dispute resolution, negotiation and meeting facilitation within the context of the Green Highways Partnership efforts so that innovative solutions to complex problems can be developed and issues and controversies can be constructively resolved with respect to regulatory compliance and regulatory flexibility. This assistance can take a variety of forms including, but not limited to providing conflict resolution advice and just-in-time coaching, facilitating meetings and group processes, analyzing and mediating disputes, providing for third party neutral expertise, and designing and implementing collaborative efforts such as consensus building and multiparty decision making. The assistance delivered under this task will be for situations that need immediate attention or which are relatively short term in nature.

The EPA anticipates that this task order will consist of approximately 3 efforts depending upon the intensity of the efforts undertaken. The statement of work may be modified to include additional collaborative activities, projects or pilot efforts. If additional collaborative activities, projects or pilot efforts are ordered the EPA will issue a modification to the Task Order to include the additional cases and will provide additional funding.

**II.     SCOPE OF WORK**

**A.      Preparation**

1.      The contractor shall submit a work plan to the Contracting Officer (CO), Project Officer (PO), and Task Order Project Officer (TOPO) in accordance with the requirements of the

contract and this Task Order. The workplan shall include description of procedures for temporary and permanent procedures to re-designate labor categories when reassignments or vacancies occur in assigned labor categories. The contractor shall include a quality assurance plan for deliverables and discussion of assumptions in the work plan.

2. The contractor shall work with the TOPO and PO to design a comprehensive Technical Directive Form (TDF), project budget tracking and reporting format, sample collaboration agreements and activity summary format to enable the contractor and the TOPO to adequately monitor multiple projects on this task order.
3. The contractor shall provide oversight of deliverables, monthly reports and invoices as required by the contract. In months when no substantive work is performed, a monthly report will not be required.

B. ADR Support

1. When a TDF is issued, the contractor shall select dispute resolution professional(s) for each project under the Task Order in consultation with the Project Officer (PO) and Task Order Project Office (TOPO). The TOPO will include qualifications for the dispute resolution professional such as knowledge of the subject matter, conflicts of interest, availability, and experience in the type of work required, cost, geographic proximity and any other relevant selection criteria that may be specified in the TDF. In many cases identification of an appropriate facilitation or mediation professional for a specific effort may involve consultation with the local stakeholders regarding their needs and preferences.
2. This Task Order shall provide ADR consultation, process design, conflict coaching, public participation, consensus-building, conflict analysis, dispute prevention and dispute resolution services to the Green Highways Partnership including Region 3 staff, other external parties such as GH Partners, and EPA Headquarters Office as determined by GH Partnership and TOPO. The contractor may provide services in person, on site, by telephone or by email.
3. Specific activities will be detailed in TDFs and may include but are not limited to the following:

Consulting with EPA staff and management: The contractor may consult with EPA staff and management regarding the history, status and collaborative activities, the pilot efforts and goals of the Green Highways Partnership and may review relevant written material on the activity or pilot effort.

Conducting a conflict, dispute or situation assessment: The contractor may perform an analysis of the sources, parties, issues, tactics, and outcomes of a particular situation, issue, problem,

conflict or dispute. This analysis may include the review of relevant written material and electronic information and interviews with relevant stakeholders.

Developing written process recommendations: The contractor may provide process recommendations that will detail the actions to be taken to establish and implement a dispute prevention, management or resolution process, the parties involved and their roles.

Helping the parties identify and select a neutral third party: The contractor may assist the parties in identifying and selecting a neutral third party (e.g. facilitator, mediator, fact finder) who meets the specified qualifications and is acceptable to all of the participating parties. If appropriate the contractor may assist the parties in drafting a mediation agreement and/or an agreement to share the costs of the neutral.

Convening appropriate parties: The contractor may conduct a convening process. This process will involve interviewing affected parties to get their perspectives on a situation, issue, problem, conflict or dispute and assessing the parties' willingness or interest in addressing the matter through a dispute prevention, management or resolution process or forum.

Developing and providing information: In consultation with the EPA TOPO and designated Technical Directive contact, the contractor may prepare and distribute background information on the issues to potential participants in a consultative, collaborative or conflict resolution process. This may include preparing and presenting research, analyses, explanations, summaries, fact sheets, white papers, brochures, engaging in joint-fact finding and other similar collections of data or information needed to educate the parties or the public as to the substance of the issue or dispute and options for resolving it.

Designing appropriate processes and interventions: The contractor may design an appropriate dispute resolution process or processes. This task may involve assessing the stakeholders and their issues, the relationship between and among stakeholders, and the context of the dispute. A complete process design will include clearly specifying the role of the third party neutral (e.g. facilitator, mediator, and/or fact finder), the parties to be included, and the structure and time frame of the process.

Providing necessary support: At the request of the TOPO and the parties, the contractor may provide subject matter experts in technical, scientific, economic or other fields related to the substance of the project. This support may include conducting research, reviews and fact analyses and making presentations to the parties. The contractor also may establish and/or maintain communication and information links such as web pages, list serves, and other methods of communication regarding the project.

Facilitating and mediating sessions or meetings: The contractor may provide facilitation or mediation support for a meeting, collaborative workshop or mediation session. This support may include assisting with agenda development, providing input on meeting or session design, and facilitating or mediating the meeting or session.

Synthesizing issues and writing summaries: At the conclusion of meetings, the contractor may provide meeting summaries that identify participants, specify points of agreement and disagreement, identify issues that arose during the meeting or that require further attention, and indicate agreed upon next steps.

Providing logistical support related to meetings for which the contractor is providing ADR services under this Task Order: The contractor may provide logistical support for ADR services. This support may include locating and securing meeting space; obtaining or supplying all the necessary audio-visual and computer equipment; furnishing flip charts and markers; and disseminating information regarding the project.

Contacting parties before, after or between meetings regarding issues under discussion: The contractor may contact parties involved in a dispute resolution process before, after or between meetings to get a sense of their perspectives on issues under discussion. This work can help eliminate the potential for surprise, focus the meeting and continue the work begun in the meeting.

Coaching parties in the above skills: The contractor may coach EPA staff and/or the involved parties in negotiating skills and strategies, public involvement, consensus building or dispute prevention, management or resolution processes in order to enhance Green Highways Partners' capacity to facilitate innovation, collaboration and manage conflict if necessary.

Assistance to Region 3 in providing support to communities designated/selected by R3 WPD in areas of implementing G3 or CBP3 activities to address green stormwater retrofit needs. Support may include technical and organizational supports and coaching in implementing innovative GI practices or innovative financing.

### C. Reports

1. Oral Briefings - At intervals specified by the TOPO, but no less frequently than quarterly the Contractor shall provide the TOPO and the designated program contact with an oral briefing on the status of work pursuant to each Technical Directive and this TO.
2. Case Reports - The contractor shall prepare a brief report at the end of each case, project or activity. The report shall briefly describe the services provided, a list of stakeholders involved in the case, and the results of those services, including any recommended follow-up actions.
3. Final Report - The contractor shall prepare a final report for the Task Order. This report will include each case report that was prepared (above), an overall evaluation of the services provided as part of the Task Order, lessons learned and recommendations for the future.

4. Evaluation - The Contractor shall provide information for EPA's ADR and contract tracking systems and dispute resolution professionals working under this Task Order shall complete EPA ADR evaluation system questionnaires and provide information necessary to administer questionnaires to participants in ADR processes (e.g., contact information for parties). The contractor shall contribute to or conduct all or parts of an evaluation of the case according to EPA case or meeting evaluation protocols. As requested by the TOPO, the contractor shall participate in a post-process debriefing with EPA officials, including the PO, TOPO and Technical Directive and relevant EPA management, to discuss lessons learned and next steps.

### **III. WORK APPROACH**

The process and controls for this work will be as follows:

- a. The EPA person requesting services pursuant to this TO shall contact the TOPO and jointly they will determine: (1) whether the work requested is within the statement of work for this task order and (2) the scope of the assistance needed.
- b. The TOPO will provide the Contractor with a completed Technical Directive form (with a copy to the PO, CO and Technical Directive contact (i.e. the person requesting services) which will include a short description of the situation, the location of the assignment, local contacts, qualifications of appropriate service providers, schedule constraints, time limits, reporting requirements, the tasks to be performed and any special requirements.
- c. The Contractor shall provide the assistance as outlined in the Technical Directive. The contractor shall include the TOPO and the Technical Directive contact in communications and planning discussions.
- d. All reports, transmittals and deliverables for a particular Technical Directive shall be submitted to the TOPO, PO, technical contact and the Technical Directive contact person.
- e. This TO is designed for rapid response to quickly developing situations. It is not designed to provide long term support for a complex ongoing case or project. EPA expects that projects that are anticipated to continue past 120 hours (or other ceiling as designated by the TOPO in the Technical Directive) shall be transitioned to a separate Task Order or other contractual vehicle as soon as possible.

The contractor shall approach this task in accordance with terms of the contract.

#### **A. ADR and Public Participation Best Practices:**

The Contractor shall approach this task in accordance with terms of the basic contract and according to the established norms and ethical standards of ADR professionals.

Based on EPA's evaluation of a large number of ADR cases, the Agency has determined that the following practices are significantly related to positive substantive, relational, and procedural outcomes from ADR cases. The contractor shall ensure that this direction is provided to ADR professionals providing services under this task order:

- Prior to the mediation or facilitation and throughout the process, the ADR professional shall inquire about whether individual participants have the time, financial, and logistical resources necessary to participate effectively in the process and -- where resources are inadequate -- assist them in identifying appropriate resources or in making necessary adjustments to the process to accommodate resource constraints.
- The ADR professional shall assist the participants in identifying the issues that are important to resolving any controversy and solutions that will address the needs shared by the participants.
- The ADR professional shall conduct the process to promote active engagement from all participants.
- The ADR professional shall explore with the participants appropriate ways to incorporate high quality and relevant information resources necessary to resolve the issues.
- To support productive dialogue and effective implementation of any agreements reached by the participants, the ADR professional shall ensure that participants have appropriate authority to make commitments on behalf of their organizations.

#### B. Ethical Codes of Conduct:

The Contractor shall ensure that ADR professionals serving as neutral third parties under this contract receive information about and perform in accordance with ethical codes applicable to the practice of dispute resolution professionals. Relevant examples of ethical codes include those adopted by:

- the American Arbitration Association, American Bar Association, Association for Conflict Resolution:  
([http://www.acrnet.org/uploadedFiles/Practitioner/ModelStandardsOfConductforMediatorsfinal05\(1\)\(1\).pdf](http://www.acrnet.org/uploadedFiles/Practitioner/ModelStandardsOfConductforMediatorsfinal05(1)(1).pdf))
- the International Association of Facilitators: (<http://www.iaf-world.org/aboutiaf/CodeofEthics.aspx>)
- the International Association for Public Participation:  
(<http://iap2.affiniscape.com/displaycommon.cfm?an=1&subarticlenbr=8>)

#### C. Confidentiality

The contractor shall perform in accordance with generally acceptable norms and ethical procedures of the mediation profession. Information provided to the ADR professional by any of the parties, communications between parties and the ADR professional, and notes and dispute resolution work product generated by the ADR professional during work pursuant to this TO shall be maintained as confidential by the ADR professional pursuant to the provisions of the



ADR Act of 1996 (Public Law 104-320; 5 USC 571 *et al*) and applicable federal, state and judicial requirements.

All parties to this task order acknowledge that the confidentiality provisions of the Administrative Dispute Resolution Act, 5 U.S.C. Section 574 shall govern the contractor's alternative dispute resolution activities under this task order.

#### D. Contractor Representation

In gathering information or performing tasks with parties outside the EPA, the contractor will identify him/herself as a contractor to EPA, not an EPA employee.

The Contractor shall provide input or make recommendations based on the information gathered, however, decisions on all substantive issues will be made by EPA. **THE CONTRACTOR SHALL NOT INTERPRET EPA POLICY ON BEHALF OF EPA NOR MAKE DECISIONS ON ITEMS OF POLICY, REGULATION OR STATUTE. THE CONTRACTOR SHALL NOT TAKE A STAND ON THE MERITS OF SUBSTANTIVE ITEMS UNDER DISCUSSION.**

#### E. Status Notifications:

**THE CONTRACTOR SHALL NOTIFY THE EPA PROJECT OFFICER AND PROGRAM OFFICE CONTACT WHEN 75% OF THE FUNDS PROVIDED HAVE BEEN EXPENDED OR WHEN FUNDING FOR LESS THAN 6 WEEKS WORK REMAINS.** The Contractor shall also notify the TOPO when 75% of the funds have been used on any single case assignment. Notifications shall be in writing and cc to the Project Officer.

#### F. Task Order Qualifications:

If out of town travel is required to accomplish the tasks under this task order, the contractor shall obtain advance approval for that trip and its costs in writing from the TOCOR, ATOCOR and/or the PO. To the extent possible, the contractor's per diem costs shall be within allowable limits set by GSA.

This task order is not funded by multiple appropriations. This task order does not have tasks to develop environmental data or surveys. This task order does not provide for training of contractor personnel, provision of Government Furnished Property or Accountable Personal Property or IT products or services. The SOW does not include any tasks that are inherently governmental in nature or provide personal services. The SOW does not anticipate transferring or developing Confidential Business Information or Personally Identifiable Information to the contractor. Development of communications products as a result of activities on this task order will be in compliance with EPA's Policy and Implementation Guide for Communications Product Development and Approval found at [HTTP://www.epa.gov/productreview/guide/index.html](http://www.epa.gov/productreview/guide/index.html).

The Contractor is directed to conduct Conflict of Interest checks and provide this information as a part of the Work Plan for TOCOR review and CO approval.

#### **IV. REPORTS AND DELIVERABLES**

The Contractor shall provide EPA all reports in accordance with the contract unless specifically changed in the statement of work.

The Contractor shall provide a work plan within the schedule provided in the basic contract.

Copies of all reports, meeting notices, agenda, summaries and any other written deliverables shall be sent to the PO, and TOPO listed below and the relevant Technical Directive contact.

All reports shall be provided first in draft form. Upon receipt of comment from the EPA TOPO, the Contractor shall revise the report and distribute final copies as stated in the Scope of Work. Reports may be submitted electronically unless specified differently in the Technical Directive.

Item:

Due No Later Than:

Deliverables:

Work Plan

10 days after TO issuance

Case Conclusion Summaries

20 days after conclusion of work

Final Report  
Transmittals:

20 days before Task Order expiration

Fact sheets, agendas,  
summaries, other written documents  
as ordered

As directed in the Technical Directive

#### **V. EPA CONTACTS**

**Project Officer:**

Deborah Dalton  
Conflict Prevention and Resolution Center  
Environmental Protection Agency  
Mail Code 2388A  
1200 Pennsylvania Avenue, NW  
Suite 6402-P  
Washington, DC 20460  
Phone: 202-564-2913      Fax: 202-501-1715

**Task Order Project Officer:**

Denise Rigney  
Office of State and Watershed Partnerships  
Water Protection Division  
Environmental Protection Agency  
Mail Code: 3WP10  
1650 Arch Street  
Philadelphia, PA 19103  
Phone: 215-814-2726      Fax: 215-814-2301

**Alternate Task Order Project Officer:**

Jada R. Goodwin  
Program Analyst  
Water Protection Division (3WP60)  
Phone: 215-814-5381  
Cell: 215-266-7261  
Email: goodwin.jada@epa.gov

**Supervisor:**

Dominique Lueckenhoff  
Deputy Director  
Water Protection Division  
Environmental Protection Agency Region 3  
Mail Code: 3WP10  
1650 Arch Street  
Philadelphia, PA 19103  
Phone: 215-814-5810      Fax: 215-814-2301

**VI. PERIOD OF PERFORMANCE**

The period of performance of this Task Order shall be until October 31, 2016

# ORDER FOR SUPPLIES OR SERVICES

PAGE OF PAGES

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IMPORTANT: Mark all packages and papers with contract and/or order numbers.

1. DATE OF ORDER 08/06/2014		2. CONTRACT NO. (If any) EP-W-14-020		6. SHIP TO: a NAME OF CONSIGNEE Ji-Sun (Sun) Yi				
3. ORDER NO. 0028		4. REQUISITION/REFERENCE NO. PR-OW-14-00413						
5. ISSUING OFFICE (Address correspondence to) HPOD US Environmental Protection Agency Headquarters Procurement Operations Ariel Rios Building 1200 Pennsylvania Avenue, NW Washington DC 20460				b STREET ADDRESS US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R				
				c CITY Washington		d STATE DC	e ZIP CODE 20460	
7. TO: NA				f. SHIP VIA				
a NAME OF CONTRACTOR SRA International, Inc.				8. TYPE OF ORDER				
b COMPANY NAME				<input type="checkbox"/> a PURCHASE <input checked="" type="checkbox"/> b DELIVERY Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.				
c. STREET ADDRESS 4300 FAIR LAKES COURT				REFERENCE YOUR  Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheet, if any, including delivery as indicated				
d CITY Fairfax		e STATE VA		f. ZIP CODE 22033				
9. ACCOUNTING AND APPROPRIATION DATA See Schedule				10. REQUISITIONING OFFICE HPOD				
11. BUSINESS CLASSIFICATION (Check appropriate box(es))							12. FOB POINT Destination	
<input type="checkbox"/> a. SMALL <input type="checkbox"/> b. OTHER THAN SMALL <input type="checkbox"/> c. DISADVANTAGED <input type="checkbox"/> d. WOMEN-OWNED <input type="checkbox"/> e. HUBZone <input type="checkbox"/> f. SERVICE-DISABLED VETERAN-OWNED <input type="checkbox"/> g. WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOSB PROGRAM <input type="checkbox"/> h. EDWOSB								
13. PLACE OF		14. GOVERNMENT B/L NO.		15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date)		16. DISCOUNT TERMS		
a INSPECTION Destination		b ACCEPTANCE Destination						
17. SCHEDULE (See reverse for Rejections)								
ITEM NO. (a)	SUPPLIES OR SERVICES (b)			QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	DUNS Number: 097779698 The purpose of this Task Order is to procure the services of SRA to perform the duties as outlined in the SOW. A Work Plan and Cost Estimate is due to EPA within ten business days from the date of this Order. Continued ...							
SEE BILLING INSTRUCTIONS ON REVERSE	18. SHIPPING POINT		19. GROSS SHIPPING WEIGHT		20. INVOICE NO		\$3,000.00	17(h) TOTAL (Cont pages)
	21. MAIL INVOICE TO							
	a NAME RTP Finance Center							
	b STREET ADDRESS (or P.O. Box) US Environmental Protection Agency RTP-Finance Center Mail Drop D143-02 109 TW Alexander Drive							
	c CITY Durham		d STATE NC	e ZIP CODE 27711		\$3,000.00		17(i) GRAND TOTAL
22. UNITED STATES OF AMERICA BY (Signature)					23. NAME (Typed) Patrice L. Cunningham TITLE CONTRACTING/ORDERING OFFICER			

AUTHORIZED FOR LOCAL REPRODUCTION  
PREVIOUS EDITION NOT USABLE

OPTIONAL FORM 347 (Rev. 2/2012)  
Prescribed by GSA/FAR 48 CFR 53.213(f)

**ORDER FOR SUPPLIES OR SERVICES  
SCHEDULE - CONTINUATION**

PAGE NO

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EP-W-14-020

0028

ITEM NO (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
0001	<p>TOPO: Ji-Sun (Sun) Yi Max Expire Date: 06/16/2019 Admin Office: HPOD US Environmental Protection Agency Headquarters Procurement Operations Ariel Rios Building 1200 Pennsylvania Avenue, NW Washington DC 20460 Accounting Info: 14-15-B-30HNP-202BD4XUW-2505-1430EAS018-001 BFY: 14 EFY: 15 Fund: B Budget Org: 30HNP Program (PRC): 202BD4XUW Budget (BOC): 2505 DCN - Line ID: 1430EAS018-001 Period of Performance: 08/04/2014 to 06/16/2019</p> <p>Split funded: \$15,000 EPM, \$10,000 SF</p> <p>Task Order Funding</p> <p>Split funded: \$15,000 EPM, \$10,000 SF</p> <p>The obligated amount of award: \$3,000.00. The total for this award is shown in box 17(i).</p>				3,000.00	

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))

\$3,000.00

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PREVIOUS EDITION NOT USABLE

OPTIONAL FORM 348 (Rev. 4/2008)

Prescribed by GSA FAR (48 CFR) 53.213(f)

**CONTRACT # EP-W14-020 TASK ORDER # \_\_\_\_\_**

**TITLE: Urban Waters Program Just in Time Services**

**ABSTRACT:** This task order will provide Just In Time facilitation and technical support services to projects participating in the Office of Water Urban Waters public engagement program. Projects will be identified and outcomes described in written Technical Direction from the TOPO. This project is funded by the Office of Water.

**I. BACKGROUND**

**Urban Waters Program**

The mission of EPA's Urban Waters Program is to support and connect local efforts underway across the nation to help restore the water quality of polluted urban waterways, in ways that also advance community and economic development. This program also recognizes that certain communities, including underserved communities, are and have been particularly burdened by polluted urban waterways and have not reaped the benefits that healthy, accessible waters can bring.

Since its inception in 2009, the program has built a model infrastructure for coordinating support for on-the-ground projects and connecting communities to technical and financial resources. Our growing network spans EPA and the Federal family, and includes many national non-profit partners.

**Program Elements**

The EPA Urban Waters program consists of the following core elements. They will continue to grow and change based on program priorities. The Task Order Contracting Officer Representative (TOCOR) will specify the contractor's support assignments for these elements in technical direction. The contractor is not authorized to provide grant funding, to evaluate grant proposals or perform personal services or other prohibited contract activities.

*Urban Waters Federal Partnership.* An EPA co-led initiative of 13 Federal agencies working together with private, state, and local partners to stimulate regional and local economies, create jobs, improve water quality, and protect America's health by revitalizing urban waterways. It was created in response to stakeholder feedback as one way to foster, collaborate with, and leverage a diverse set of partners, to advance common goals, create efficiencies, and expand support for urban waters community efforts. The partnership is working with local partners in designated locations across the country.

*Urban Waters Fund.* A public-private partnership co-led by EPA and sponsored by the Urban Waters Federal Partnership. This fund is managed by the National Fish and Wildlife Foundation, and leverages private funding to support local projects by extending EPA investments and addressing a broader array of community priorities.

*Small Grants Program.* This grant competition funds place-based projects advancing the restoration of urban waters by improving water quality in urban areas through activities that also support community revitalization and other local priorities.

*Learning Network.* Launched by EPA and coordinated by national non-profit program partners (River Network & Groundwork USA), this network provides technical assistance and facilitates peer sharing across the Urban Waters grantee community through virtual and in-person collaboration.

## II. SCOPE OF WORK

### 1. Work Plan and Task Order Management

- a. The contractor shall submit a cost estimate and work plan to the Contracting Officer (CO), Project Officer (PO) and Task Order Project Officer (TOPO) in accordance with the requirements of this contract. The workplan shall document procedures for substitution of labor categories in the event of the temporary or permanent absence of assigned personnel. The work plan and cost plan shall assume annual option periods ending June 16 of each year.
- b. The contractor shall be responsible for oversight of deliverables under this task order and shall be responsible for transmission of reports and invoices as required by the contract. No monthly report shall be due in any month in which there is no substantive work performed.

### 2. The contractor shall select a dispute resolution professional or communications professional for each project in accordance with qualifications specified by the TOPO at the time specific projects are identified through written direction.

### 3. At the request of the TOPO, the contractor shall provide information for EPA's ADR and contract tracking systems and dispute resolution professionals working under this Task Order, and shall complete EPA ADR evaluation system questionnaires and provide information necessary to administer questionnaires to participants in ADR processes (e.g., contact information for parties). The contractor shall contribute to or conduct all or parts of an evaluation of the case according to EPA case or meeting evaluation protocols. At the request of the

TOPO, the contractor shall participate in a post-process debriefing with EPA officials, including the PO, TOPO and Technical Directive and relevant EPA management, to discuss lessons learned and next steps.

4. At the conclusion of the period of performance, the contractor shall furnish a Final Report that summarizes the project and its outcome including information on the subprojects and each of its outcomes. The report shall also list:
  - (a) *A summary list of all final work products and where they are available download.*
  - (b) *A summary of any interim work products, their status, and where they are available for download.*
  - (c) A short process evaluation by the contractor summarizing procedural lessons learned and recommendation for improvements.

The TOPO will review the Final Report and provide comments and revisions as necessary. The contractor will incorporate these comments and revisions. All work products will be made available in electronic form unless noted otherwise.

#### **Project A – Urban Waters Programmatic Support**

This project will provide overall programmatic support for the Urban Waters Program through facilitation of workgroups, teams, and subcommittees as identified below or by the TOPO through technical direction. This includes the drafting and production of strategies, plans, outreach documents, brochures, etc, that will help EPA staff coordinate work and assist stakeholders in understanding and participating in the program.

The contractor will work with EPA staff, managers and partners (e.g. Urban Waters Staff, Regional Coordinators, National Management Work Group, Water Division Directors, stakeholder groups, federal partners) as directed by the TOPO to develop overall programmatic products and outreach materials (e.g., memos, brochures, fact sheets, webinar materials, toolkits, resources, websites, information repositories, etc). It is expected that the program will develop 20-30 products with available funding.

1. For the tasks listed in this section of the Task Order, the contractor shall select a communications or dispute resolution professional(s) or team(s) with experience in assisting federal, state, and/or local organizations to achieve increased environmental and social program benefits, by assisting them in using the principles of social marketing, focusing on target audiences and actions. This individual should be experienced in facilitating groups to accelerate the adoption



and promotion of results-oriented actions, through building agreements on high-level goals, guiding principles, and overarching strategy. The contractor should have expertise in creating an even-handed and transparent process that holds parties to a document with meaningful principles and strategies that will lead to action and clarify what kind of investments are needed. In some cases, communications or dispute resolution professional(s) or team(s) will need to have experience in a particular technical area and/or geographical focus.

2. The contractor shall meet with the EPA PO and TOPO to discuss substantive, procedural, and process design, and identify ways that the Program can be more effective (e.g., identifying new partners, sharing new information, and refining workgroup and team processes).
3. In consultation with the EPA TOPO, the contractor shall contact key members to discuss the technical or substantive issues involved in preparing for staff and management meetings or workgroup meetings, timing, schedule, and other parties potentially involved. The contractor may distribute background information provided by TOPO on the issues or process.
4. The contractor shall suggest a process design for meeting(s), at the request of the EPA TOPO or designated staff, including but not limited to: timing, schedule, structure, location, needs for facilitation, needs for resources and information, and suggested mix of participants. The contractor shall keep confidential information that parties specify as confidential.
5. EPA expects to have weekly staff meetings and monthly Federal Partnership meetings, as well as meetings of certain teams and subcommittees in the Washington, D.C. area during this period of performance. It is estimated contractor support is needed for approximately 50 meetings, for 30 minutes in duration each, for the weekly staff meetings. It is also estimated contractor support is needed for approximately 10 meetings, for 60 minutes in duration each, for the monthly Federal Partnership meetings. Lastly, it is estimated contractor support is needed for approximately 5 specific team/subcommittee meetings, which is estimated to be 60 minutes in duration each. As directed by the TOPO, the contractor shall facilitate plenary and small meetings of specified teams and subcommittees. For these meetings, the contractor will assist in a variety of roles as directed by the TOPO, such as but not limited to: helping participants articulate their interests, identify areas of agreement, develop consensus solutions to the problems that divide them, document decisions & next steps, areas of agreement and outstanding actions, and assisting in planning, preparation, and follow-up for such meetings. As facilitator, the contractor shall keep the parties moving forward to the extent practical, towards the goal of the process. THE

CONTRACTOR SHALL NOT TAKE A POSITION ON THE MERITS NOR RECOMMEND TO THE PARTIES WHAT THE SUBSTANTIVE RESOLUTION OF AN ISSUE SHOULD BE.

6. At the direction of the TOPO or designated staff, the contractor shall provide a draft agenda to the PO and TOPO for each meeting supported under this Task Order. The contractor may consult with EPA and all other appropriate parties in drafting an agenda. Upon receipt and incorporation of the TOPO's comments, the contractor shall distribute the final agenda to the PO, TOPO, meeting members, and other participants.
7. The contractor shall communicate as necessary in person, by phone, or in writing, with meeting participants and other participants between meetings to ensure that issues and concerns have been communicated accurately and that meeting members are adequately prepared for the next meeting. The contractor shall keep confidential information that parties specify as confidential.
8. The contractor shall perform targeted research and data gathering tasks, as necessary, and as directed by the TOPO, and shall draft action plans, strategic plans, and other related documents, to reflect the discussions at the meetings supported under this Task Order.
9. At the direction of the TOPO, the contractor shall provide draft meeting summaries to the EPA PO, TOPO, meeting members, and other participants, along with actions for workgroup members within one business day. Upon receipt and incorporation of comment, the contractor shall distribute final meeting summaries to the EPA PO, TOPO, meeting participants and other interested parties.
10. The contractor shall provide meeting facilities, equipment, supplies, and support for all meetings, if needed, and at the technical direction from the TOPO. These meetings will take place in Washington, D.C. This includes securing meeting room space and making appropriate arrangements for remote access (web and phone), as necessary. Use of EPA meeting space and conference lines are preferred.

#### **Project B – Just in Time Services**

Just in Time services will include facilitation and outreach for the Federal Partnership locations, stakeholder partnership projects, and other Urban Waters meetings at the

request of Headquarters or Regional offices. It is estimated a total of 8 site-specific JIT projects are expected.

1. The contractor shall work with the TOPO and PO to design a comprehensive Technical Directive (TD) form, project budget tracking and reporting format and case conclusion summary format to enable the contractor and the TOPO to adequately monitor multiple projects.
2. Assignment of specific meetings or projects shall be through a Technical Directive from the TOPO. When a TD is issued, the contractor shall select dispute resolution professional(s) for each project in consultation with the Project Officer (PO) and Task Order Project Office (TOPO), and Technical Contact. The TOPO will include qualifications for the dispute resolution professional such as knowledge of the subject matter, conflicts of interest, availability, experience in the type of work required, cost, geographic proximity, and any other relevant selection criteria that may be specified in the TD. In many cases identification of an appropriate dispute resolution professional for a site-or facility-specific dispute may involve consultation with the local stakeholders regarding their needs and preferences.
3. This Task Order shall provide ADR consultation, public participation, consensus-building, conflict analysis, dispute prevention and dispute resolution services to Headquarters and Regional staff and external parties. The contractor may provide services in person, on site, by telephone or by computer. Specific activities will be detailed in TDs and may include but are not limited to the following:
  - Consulting with EPA staff and management: The contractor may consult with EPA staff and management regarding the history, status and goals of the project and may review relevant written material on the case or situation.
  - Conducting a conflict, dispute or situation assessment: The contractor may perform an analysis of the sources, parties, issues, tactics, and outcomes of a particular situation, issue, problem, conflict or dispute. This analysis may include the review of relevant written material and electronic information. The contractor may conduct interviews with relevant stakeholders and others knowledgeable about the project or topic to get their perspectives on a situation, issue, problem, conflict or dispute and to assess the parties' willingness or interest in addressing the matter through a public engagement, public outreach, consultation, negotiation, dialogue or dispute prevention, management or resolution process or forum.

- Developing written process design recommendations: The contractor may provide process recommendations that detail the actions to be taken to establish and implement a public engagement, public outreach, collaboration, consultation, dialogue or dispute prevention, management or resolution process, the parties involved, their roles, schedule, venues and other design recommendations necessary for achieving the goals of the meeting or project. A complete process design will include clearly specifying the role of the third party neutral (e.g., facilitator, mediator, fact finder, etc), the parties to be included, the method, structure and time frame of the process and the goal and expected outcome of the process.
- Helping the parties identify and select a neutral third party: The contractor may assist the parties in identifying and selecting a neutral third party (e.g., facilitator, mediator, fact finder, etc) who meets the specified qualifications and is acceptable to all of the participating parties. If appropriate, the contractor may assist the parties in drafting an agreement to share the costs of the neutral.
- Convening appropriate parties: The contractor may assist the EPA TOPO and Technical Directive contact in contacting affected parties and inviting them to participate in meetings or consultation processes and coordinating their appropriate participation.
- Facilitating and mediating sessions or meetings: The contractor may provide facilitation or mediation support for a meeting or mediation session. This support may include assisting with agenda development, providing input on meeting or session design, and facilitating or mediating the meeting or session. This may also involve facilitating conference calls, break out groups or workgroups.
- Designing appropriate dispute resolution processes and interventions: The contractor may design an appropriate dispute resolution process or process to break impasse or overcome delays. This task may involve assessing the stakeholders and their issues, the relationship between and among stakeholders, and the context of the dispute and taking steps to assist the parties in overcoming obstacles to progress, implementation, or agreement.
- Process implementation oversight: The contractor may assist the parties in monitoring and coordinating progress of implementation of project agreements and overcoming obstacles to continued implementation.
- Providing logistical support related to meetings for which the contractor is providing ADR services under this Task Order: The contractor may provide

logistical support such as locating and securing meeting space; obtaining or supplying all the necessary audio-visual and computer equipment; furnishing flip charts and markers and other supplies and equipments needed to achieve the goals of the meeting or project; and disseminating information regarding the project. This may also include setting up teleconferences, video teleconferences or on line communications methods such as webinar support or on line dialogue support.

- Contacting parties before, after or between meetings regarding issues under discussion: The contractor may contact parties involved in a consultation, collaboration or dispute resolution process before, after or between meetings to get a sense of their perspectives on issues under discussion. This work can help eliminate the potential for surprise, focus the participants and the process and continue the work begun in meetings.
- Drafting agreement documents, implementation plans: The contractor may assist the TOPO, technical directive contact and the parties in drafting agreement documents or implementation plans. The contractor may manage the process of collecting, collating and incorporating input from the parties and obtaining any ratification or signatures necessary to finalize the document.
- Coaching parties in the above skills: The contractor may coach EPA staff and/or the involved parties in negotiating skills and strategies, public involvement, consensus building or dispute prevention, management or resolution processes.
- Developing and providing information, designing outreach materials: In consultation with the EPA TOPO and designated Technical Directive contact, the contractor may prepare and distribute background information, analyses or outreach materials on the issues to potential participants in a consultative, collaborative or conflict resolution process. This may include preparing and presenting research, analyses, explanations, case studies, summaries, fact sheets, white papers, brochures and other similar collections of data or information needed to inform or educate the parties or the public regarding the project, topic, issues or dispute.
- Providing necessary technical or analytic support: At the request of the TOPO and the parties, the contractor may provide subject matter experts or expertise in technical, scientific, economic or other fields related to the substance of the project. Examples of subject matter expertise required are: green infrastructure, stormwater management, volunteer/citizen water-quality monitoring programs, local water quality report card programs, water-related workforce development,

risk communication regarding fish consumption and water-based recreation. This support may include conducting research, reviews and fact analyses and making presentations to the parties.

- Providing communications assistance and support: The contractor may establish and/or maintain communication and information links such as web pages, list serves, wikis, portals and/or other methods of communication regarding the project.
  - Synthesizing issues and writing summaries: At the conclusion of meetings, the contractor may provide meeting summaries or other documents that identify participants, specify points of agreement and disagreement, identify issues that arose during the meeting or set out plans or schedules or that require further attention, and indicate agreed upon next steps.
  - Training presentations, workshops or seminars: The contractor may design training materials and may present training on topics relevant to achieving the goals of the meeting, project or topic. The contractor may conduct research and information gathering on topics relevant to the assigned project in order to design the training. Training may be presented in person, over the phone or via computer links as agreed to by the TOPO and technical directive contact. Training may be "off the shelf" or specifically designed for the project.
4. Oral Briefings - At the direction of the TOPO, the contractor shall provide the TOPO and the designated program contact with an oral briefing on the status of work pursuant to each Technical Directive and this TO.
  5. Annual Report – The contractor shall provide the TOPO with an annual report of accomplishments and costs incurred by October 15 of every year.
  6. Case Reports - The contractor shall prepare a brief report (1 – 2 pages) at the end of each case, project or activity. The report shall briefly describe the services provided, a list of stakeholders involved in the case, and the results of those services, including any recommended follow-up actions. The contractor shall also include reflections from facilitators regarding what they as facilitator contributed to the success of the project.

### III. WORK APPROACH

#### A. Work Flow and Responsibilities for Technical Directive Initiation and Management:

1. The person requesting the services pursuant to this TO shall contact the TOPO and jointly they will determine: (1) whether the work needed will comply with the statement of work for this task order and (2) the scope and timing of the assistance needed.
2. The TOPO will provide the Contractor with a completed Technical Directive form (with a cc to the PO, CO and person requesting the services) which will include a Technical Directive Contact person, short description of the situation, the location of the assignment, the goal and outcome desired, local contacts, schedule constraints, time limits, reporting requirements, tasks to be performed and any special requirements. The Technical Directive Contact is NOT authorized to issue technical direction to the contractor or service provider – he/she is a contact person only to provide information and coordination on the topic or project. Only the TOPO or PO can issue official technical direction. Only the EPA Contracting Officer can change the terms, conditions or costs of this Task Order and the Technical Directives under this task order.
3. The Contractor shall provide a brief work plan and cost plan for each Technical Directive and shall proceed only when notified in writing by the TOPO that the technical approach and cost estimate are acceptable.
4. The Contractor shall provide the assistance as outlined in the Technical Directive. The contractor shall include the TOPO and the Technical Directive contacts in all communications and planning discussions, status reports and updates on the project.
5. All reports, transmittals and deliverables for a particular Technical Directive shall be submitted to the TOPO, PO, Technical Directive Contact and any others designated as recipients in the Technical Directive.
6. The Technical Directive Contact shall be responsible for evaluating the service providers's performance at the end of the case/project and during the project if it lasts through the annual contract evaluation performance schedule.

#### B. ADR and Public Participation Best Practices:

The Contractor shall approach this task in accordance with terms of the basic contract and according to the established norms and ethical standards of ADR professionals. Based on EPA's evaluation of a large number of ADR cases, the Agency has determined that the following practices are significantly related to positive substantive, relational, and procedural outcomes from ADR cases. The contractor shall ensure that this direction is provided to ADR professionals providing services under this task order:

- Prior to the mediation or facilitation and throughout the process, the ADR professional shall inquire about whether individual participants have the time, financial, and logistical resources necessary to participate effectively in the

process and -- where resources are inadequate -- assist them in identifying appropriate resources or in making necessary adjustments to the process to accommodate resource constraints.

- The ADR professional shall assist the participants in identifying the issues that are important to resolving any controversy and solutions that will address the needs shared by the participants.
- The ADR professional shall conduct the process to promote active engagement from all participants.
- The ADR professional shall explore with the participants appropriate ways to incorporate high quality and relevant information resources necessary to resolve the issues.
- To support productive dialogue and effective implementation of any agreements reached by the participants, the ADR professional shall ensure that participants have appropriate authority to make commitments on behalf of their organizations.

#### C. Ethical Codes of Conduct:

The Contractor shall ensure that ADR professionals serving as neutral third parties under this contract receive information about and perform in accordance with ethical codes applicable to the practice of dispute resolution professionals. Relevant examples of ethical codes include those adopted by:

- the American Arbitration Association, American Bar Association, Association for Conflict Resolution:  
([http://www.acrnet.org/uploadedFiles/Practitioner/ModelStandardsOfConductforMediatorsfinal05\(1\)\(1\).pdf](http://www.acrnet.org/uploadedFiles/Practitioner/ModelStandardsOfConductforMediatorsfinal05(1)(1).pdf))
- the International Association of Facilitators: (<http://www.iaf-world.org/aboutiaf/CodeofEthics.aspx>)
- the International Association for Public Participation:  
(<http://iap2.affiniscape.com/displaycommon.cfm?an=1&subarticlenbr=8>)

#### D. Confidentiality

All parties to this task order acknowledge that the confidentiality provisions of the Administrative Dispute Resolution Act, 5 U.S.C. Section 574 shall govern the contractor's alternative dispute resolution activities under this task order.

#### E. Contractor Representation

In gathering information or performing tasks with parties outside the EPA, the contractor will identify him/herself as a contractor to EPA, not an EPA employee.



The Contractor shall provide input or make recommendations based on the information gathered, however, decisions on all substantive issues will be made by EPA. THE CONTRACTOR SHALL NOT INTERPRET EPA POLICY ON BEHALF OF EPA NOR MAKE DECISIONS ON ITEMS OF POLICY, REGULATION OR STATUTE. THE CONTRACTOR SHALL NOT TAKE A STAND ON THE MERITS OF SUBSTANTIVE ITEMS UNDER DISCUSSION.

E. Status Notifications:

**THE CONTRACTOR SHALL NOTIFY THE EPA PROJECT OFFICER AND PROGRAM OFFICE CONTACT WHEN 75% OF THE FUNDS PROVIDED HAVE BEEN EXPENDED OR WHEN FUNDING FOR LESS THAN 6 WEEKS WORK REMAINS.**

The Contractor shall also notify the TOPO when 75% of the funds have been used on any single case assignment. Notifications shall be in writing and cc to the Project Officer.

F. Task Order Qualifications:

If out of town travel is required to accomplish the tasks under this task order, the contractor shall obtain advance approval for that trip and its costs in writing from the TOCOR, ATOCOR and/or the PO. To the extent possible, the contractor's per diem costs shall be within allowable limits set by GSA.

This task order is not funded by multiple appropriations. This task order does not provide for training of contractor personnel, provision of Government Furnished Property or Accountable Personal Property or IT products or services. The SOW does not include any tasks that are inherently governmental in nature or provide personal services. The SOW does not anticipate transferring or developing Confidential Business Information or Personally Identifiable Information to the contractor. Development of communications products as a result of activities on this task order will be in compliance with EPA's Policy and Implementation Guide for Communications Product Development and Approval found at [HTTP://www.epa.gov/productreview/guide/index.html](http://www.epa.gov/productreview/guide/index.html).

The Contractor is directed to conduct Conflict of Interest checks and provide this information as a part of the Work Plan for TOCOR review and CO approval.

IV. SCHEDULE OF DELIVERABLES

ITEM	DATE DUE TO EPA	DELIVERABLE TYPE
Work Plan	10 days from TO issuance	Deliverable
Draft Meeting Agenda	3 Weeks before meeting	Transmittal
Final Meeting Agenda	1 Week before meeting	Transmittal

ITEM	DATE DUE TO EPA	DELIVERABLE TYPE
Draft Meeting Summaries to TOPO	1 Business Day after meeting	Transmittal
Final Meeting Summaries	1 week after receipt of comment	Transmittal
JIT Case Reports	2 weeks after meeting or end of project	Deliverable
Draft products (e.g., fact sheets, web sites, etc)	2 Weeks from receipt of materials or as requested by TOPO	Transmittal
Final products (e.g., fact sheets, web sites, etc)	1 Week from receipt of materials or as requested by TOPO	Transmittal
Annual Report	October 15 each year	Transmittal
Draft Final Report of Process	3 Weeks before end of PoP	Transmittal
Final Report of Process	2 Weeks from receipt of comment	Deliverable

The contractor shall send EPA all reports in accordance with the contract.

The contractor shall provide a work plan within the schedule provided in the basic contract.

Copies of all reports, meeting notices, agenda, summaries and any other written deliverables shall be sent to the PO and the TOPO listed below. If oral briefings are scheduled for EPA staff, the PO shall be notified in time to attend.

All reports shall be provided in draft form. Upon receipt of comment from the EPA PO and TOPO, the contractor shall revise the report and distribute final copies as stated in the Scope of Work.

## V. EPA CONTACTS

Task Order Project Officer:

Ji-Sun (Sun) Yi  
Office of Water-Immediate Office/Urban Waters  
US Environmental Protection Agency

1200 Pennsylvania Ave NW, Mail Code 4101M  
Washington, DC 20460-0001  
Phone: (202) 566-0730  
[Yi.Ji-Sun@epa.gov](mailto:Yi.Ji-Sun@epa.gov)

Alternate Task Order Project Officer:

Terri Johnson  
Office of Water-Immediate Office/Urban Waters  
US Environmental Protection Agency  
1200 Pennsylvania Ave NW, Mail Code 4101M  
Washington, DC 20460-0001  
Phone: (202) 564-8296

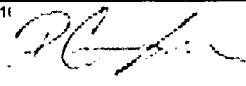
Project Officer:

Terry Fenton  
Conflict Prevention and Resolution Center (2388A)  
Environmental Protection Agency  
1200 Pennsylvania Avenue, N.W.  
Washington, DC 20460  
Phone: (202) 564-2090 Fax: (202) 501-1715  
[fenton.terry@epa.gov](mailto:fenton.terry@epa.gov)

CPRC Contact Person:  
Terry Fenton  
Conflict Prevention and Resolution Center (2388A)  
Environmental Protection Agency  
1200 Pennsylvania Avenue, N.W.  
Washington, DC 20460  
Phone: (202) 564-2090 Fax: (202) 501-1715  
[fenton.terry@epa.gov](mailto:fenton.terry@epa.gov)

## VI. PERIOD OF PERFORMANCE

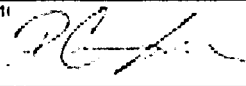
The period of performance of this delivery order shall be until June 16, 2019 with annual option years.

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>				1. CONTRACT ID CODE		PAGE OF PAGES 1   2	
2. AMENDMENT/MODIFICATION NO. 001		3. EFFECTIVE DATE 09/11/2014		4. REQUISITION/PURCHASE REQ. NO. PR-R3-14-00357		5. PROJECT NO. (If applicable)	
6. ISSUED BY HPOD US Environmental Protection Agency Headquarters Procurement Operations Ariel Rios Building 1200 Pennsylvania Avenue, NW Washington DC 20460		CODE HPOD		7. ADMINISTERED BY (If other than Item 6)		CODE	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)  SRA International, Inc. Attn: NA 4300 FAIR LAKES COURT Fairfax VA 22033				(x) 9A. AMENDMENT OF SOLICITATION NO.			
				9B. DATED (SEE ITEM 11)			
				x 10A. MODIFICATION OF CONTRACT/ORDER NO. EP-W-14-020 0027			
				10B. DATED (SEE ITEM 13) 08/04/2014			
CODE 097779698		FACILITY CODE					
<b>11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS</b>							
<input type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers <input type="checkbox"/> is extended, <input type="checkbox"/> is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.							
12. ACCOUNTING AND APPROPRIATION DATA (If required) See Schedule				Net Increase:		\$72,000.00	
<b>13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.</b>							
CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.						
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).						
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:						
X	D. OTHER (Specify type of modification and authority) FAR 52.232-22						
<b>E. IMPORTANT:</b> Contractor <input type="checkbox"/> is not, <input checked="" type="checkbox"/> is required to sign this document and return <u>1</u> copies to the issuing office.							
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)							
DUNS Number: 097779698  The purpose of this modification is to approve the Work Plan and Cost Estimate submitted by the Contractor on 8-22 and 9-3. The Alternate Task Order COR accepted the documents on 9-9.  This modification also increases the ceiling by \$180,599 which brings the total estimated cost from \$3,000 to \$183,599.  This modification provides incremental funds in the amount of \$72,000 which brings the total obligated amount from \$3,000 to \$75,000. TOPO: Denise Rigney Max Expire Date: 10/31/2016 LIST OF CHANGES: Continued ...  Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.							
15A. NAME AND TITLE OF SIGNER (Type or print)				16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)			
				Patrice L. Cunningham			
15B. CONTRACTOR/OFFEROR		15C. DATE SIGNED		 <b>ELECTRONIC SIGNATURE</b>		16C. DATE SIGNED	
(Signature of person authorized to sign)						09/11/2014	
NSN 7540-01-152-8070 Previous edition unusable				STANDARD FORM 30 (REV. 10-83) Prescribed by GSA FAR (48 CFR) 53.243			

## CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED  
EP-W-14-020/0027/001PAGE OF  
2 2NAME OF OFFEROR OR CONTRACTOR  
SRA International, Inc.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>Reason for Modification : Other Administrative Action</p> <p>Total Amount for this Modification: \$180,599.00 New Total Amount for this Version: \$183,599.00 New Total Amount for this Award: \$183,599.00 Obligated Amount for this Modification: \$72,000.00 New Total Obligated Amount for this Award: \$75,000.00 Incremental Funded Amount changed: from \$3,000.00 to \$75,000.00 CHANGES FOR LINE ITEM NUMBER: 1 Total Amount changed from \$3,000.00 to \$183,599.00 Obligated Amount for this modification: \$72,000.00 Incremental Funded Amount changed from \$3,000.00 to \$75,000.00</p> <p>CHANGES FOR DELIVERY LOCATION: HPOD Amount changed from \$3,000.00 to \$183,599.00</p> <p>CHANGES FOR ACCOUNTING CODE: 14-15-B-03LP0CB-202B63-2505-1403LL1022-001 Amount changed from \$3,000.00 to \$75,000.00 Percent changed from 3.33333 to 40.8499</p> <p>Delivery Location Code: HPOD Denise Rigney US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460 USA</p> <p>Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (D143-02) 109 TW Alexander Drive Durham NC 27711</p> <p>FOB: Destination Period of Performance: 08/04/2014 to 10/31/2016</p>				

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>		1. CONTRACT ID CODE		PAGE OF PAGES 1 3	
2. AMENDMENT/MODIFICATION NO. 002		3. EFFECTIVE DATE 12/05/2014		4. REQUISITION/PURCHASE REQ. NO. See Schedule	
5. PROJECT NO. (If applicable)		6. ISSUED BY HPOD		7. ADMINISTERED BY (If other than Item 6) CODE	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)  SRA International, Inc. Attn: NA 4300 FAIR LAKES COURT Fairfax VA 22033		9A. AMENDMENT OF SOLICITATION NO.		9B. DATED (SEE ITEM 11)	
CODE 097779698 FACILITY CODE		10A. MODIFICATION OF CONTRACT/ORDER NO. EP-W-14-020 0027		10B. DATED (SEE ITEM 13) 08/04/2014	
<b>11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS</b>					
<input type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers <input type="checkbox"/> is extended, <input type="checkbox"/> is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.					
12. ACCOUNTING AND APPROPRIATION DATA (If required) See Schedule		Net Increase:		\$62,240.62	
<b>13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.</b>					
CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.				
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).				
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:				
X	D. OTHER (Specify type of modification and authority) FAR 52.232-22				
E. IMPORTANT: Contractor <input checked="" type="checkbox"/> is not, <input type="checkbox"/> is required to sign this document and return _____ copies to the issuing office.					
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.) DUNS Number: 097779698 The purpose of this modification is to provide incremental funds in the amount of \$62,240.62 which brings the total obligated amount from \$75,000.00 to \$137,240.62. TOPO: Denise Rigney Max Expire Date: 10/31/2016 LIST OF CHANGES: Reason for Modification : Funding Only Action Obligated Amount for this Modification: \$62,240.62 New Total Obligated Amount for this Award: \$137,240.62 Incremental Funded Amount changed: from \$75,000.00 to \$137,240.62 CHANGES FOR LINE ITEM NUMBER: 1 Continued ... Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.					
15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Patrice L. Cunningham			
15B. CONTRACTOR/OFFEROR  (Signature of person authorized to sign)		15C. DATE SIGNED		16C. DATE SIGNED 12/05/2014	
		16B. ELECTRONIC SIGNATURE 			

## CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED  
EP-W-14-020/0027/002PAGE OF  
2 3NAME OF OFFEROR OR CONTRACTOR  
SRA International, Inc.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>Obligated Amount for this modification: \$62,240.62 Incremental Funded Amount changed from \$75,000.00 to \$137,240.62</p> <p>NEW ACCOUNTING CODE ADDED: Account code: 14-15-BR-03L0X11-202BD4-2505-1503LL1001-001 Beginning Fiscal Year 14 Ending Fiscal Year 15 Fund (Appropriation) BR Budget Organization 03L0X11 Program (PRC) 202BD4 Budget (BOC) 2505 Job # (Site/Project) Cost Organization DCN-LineID 1503LL1001-001 Quantity: 0 Amount: \$39,528.22 Percent: 21.52965 Subject To Funding: N Payment Address:</p> <p>NEW ACCOUNTING CODE ADDED: Account code: 14-15-BR3-03L0X12-202BD4-2505-1503LL1003-001 Beginning Fiscal Year 14 Ending Fiscal Year 15 Fund (Appropriation) BR3 Budget Organization 03L0X12 Program (PRC) 202BD4 Budget (BOC) 2505 Job # (Site/Project) Cost Organization DCN-LineID 1503LL1003-001 Quantity: 0 Amount: \$22,712.40 Percent: 12.37066 Subject To Funding: N Payment Address:</p> <p>Delivery Location Code: HPOD Denise Rigney US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460 USA</p> <p>Continued ...</p>				

**CONTINUATION SHEET**

 REFERENCE NO. OF DOCUMENT BEING CONTINUED  
 EP-W-14-020/0027/002

PAGE 3 OF 3

 NAME OF OFFEROR OR CONTRACTOR  
 SRA International, Inc.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (D143-02) 109 TW Alexander Drive Durham NC 27711 FOB: Destination Period of Performance: 08/04/2014 to 10/31/2016				



<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>		1. CONTRACT ID CODE		PAGE OF PAGES	
				1 3	
2. AMENDMENT/MODIFICATION NO.		3. EFFECTIVE DATE		4. REQUISITION/PURCHASE REQ. NO.	
003		03/02/2015		PR-R3-15-00092	
6. ISSUED BY		CODE		5. PROJECT NO. (If applicable)	
HPOD		HPOD			
US Environmental Protection Agency Headquarters Procurement Operations Ariel Rios Building 1200 Pennsylvania Avenue, NW Washington DC 20460		7. ADMINISTERED BY (If other than Item 6)		CODE	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)		(x)		9A. AMENDMENT OF SOLICITATION NO.	
SRA International, Inc. Attn: NA 4300 FAIR LAKES COURT Fairfax VA 22033					
				9B. DATED (SEE ITEM 11)	
		x		10A. MODIFICATION OF CONTRACT/ORDER NO.	
				EP-W-14-020	
				0027	
				10B. DATED (SEE ITEM 13)	
				08/04/2014	
CODE 097779698		FACILITY CODE			

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended.  
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

Net Increase:

\$349,466.38

See Schedule

**13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)
X	FAR 52.243-3

E. IMPORTANT: Contractor ☐ is not, ☒ is required to sign this document and return 1 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

DUNS Number: 097779698

The purpose of this modification is to approve the revised Work Plan and Cost Estimate that was submitted by the Contractor on 2-9-15 and accepted by the Task Order COTR on 2-19-15.

This modification also increases the ceiling of this Task Order by \$303,108.00 which brings the total estimated cost from \$183,599.00 to \$486,707.00.

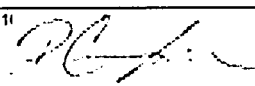
This modification also provides incremental funding in the amount of \$349,466.38 which brings the total obligated amount from \$137,240.62 to \$486,707.00.

TOCOR: Denise Rigney Max Expire Date: 10/31/2016

LIST OF CHANGES:

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)	
		Patrice L. Cunningham	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	11	16C. DATE SIGNED
(Signature of person authorized to sign)			03/02/2015

## CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED  
EP-W-14-020/0027/003PAGE OF  
2 3NAME OF OFFEROR OR CONTRACTOR  
SRA International, Inc.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>Reason for Modification : Other Administrative Action</p> <p>Total Amount for this Modification: \$303,108.00</p> <p>New Total Amount for this Version: \$486,707.00</p> <p>New Total Amount for this Award: \$486,707.00</p> <p>Obligated Amount for this Modification: \$349,466.38</p> <p>New Total Obligated Amount for this Award: \$486,707.00</p> <p>Incremental Funded Amount changed: from \$137,240.62 to \$486,707.00</p> <p>CHANGES FOR LINE ITEM NUMBER: 1</p> <p>Total Amount changed from \$183,599.00 to \$486,707.00</p> <p>Obligated Amount for this modification: \$349,466.38</p> <p>Incremental Funded Amount changed from \$137,240.62 to \$486,707.00</p> <p>CHANGES FOR DELIVERY LOCATION: HPOD</p> <p>Amount changed from \$183,599.00 to \$486,707.00</p> <p>CHANGES FOR ACCOUNTING CODE:</p> <p>14-15-B-03LP0CB-202B63-2505-1403LL1022-001</p> <p>Percent changed from 40.8499 to 15.40968</p> <p>NEW ACCOUNTING CODE ADDED:</p> <p>Account code:</p> <p>14-15-B-03LP0CB-202B63-2505-1503LL1005-001</p> <p>Beginning FiscalYear 14</p> <p>Ending Fiscal Year 15</p> <p>Fund (Appropriation) B</p> <p>Budget Organization 03LP0CB</p> <p>Program (PRC) 202B63</p> <p>Budget (BOC) 2505</p> <p>Job # (Site/Project)</p> <p>Cost Organization</p> <p>DCN-LineID 1503LL1005-001</p> <p>Quantity: 0</p> <p>Amount: \$349,466.38</p> <p>Percent: 71.80221</p> <p>Subject To Funding: N</p> <p>Payment Address:</p> <p>Delivery Location Code: HPOD</p> <p>Denise Rigney</p> <p>US Environmental Protection Agency</p> <p>Ariel Rios Building</p> <p>1200 Pennsylvania Avenue, N. W.</p> <p>Continued ...</p>				

## CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED  
EP-W-14-020/0027/003PAGE OF  
3 3NAME OF OFFEROR OR CONTRACTOR  
SRA International, Inc.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	Mail Code: 3803R Washington DC 20460 USA  Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (D143-02) 109 TW Alexander Drive Durham NC 27711 FOB: Destination Period of Performance: 08/04/2014 to 10/31/2016				

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>		1. CONTRACT ID CODE		PAGE OF PAGES	
				1 3	
2. AMENDMENT/MODIFICATION NO.		3. EFFECTIVE DATE		4. REQUISITION/PURCHASE REQ. NO.	
004		04/20/2015		See Schedule	
6. ISSUED BY		CODE		5. PROJECT NO. (If applicable)	
HP0D		HP0D			
HP0D US Environmental Protection Agency Headquarters Procurement Operations Ariel Rios Building 1200 Pennsylvania Avenue, NW Washington DC 20460		7. ADMINISTERED BY (If other than Item 6)		CODE	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)		(x)		9A. AMENDMENT OF SOLICITATION NO.	
SRA International, Inc. Attn: NA 4300 FAIR LAKES COURT Fairfax VA 22033					
				9B. DATED (SEE ITEM 11)	
		x		10A. MODIFICATION OF CONTRACT/ORDER NO.	
				EP-W-14-020	
				0027	
				10B. DATED (SEE ITEM 13)	
				08/04/2014	
CODE 097779698		FACILITY CODE			

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended.  
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required) Net Increase: \$255,872.00  
See Schedule

**13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
X	FAR 52.243-3
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

**E. IMPORTANT:** Contractor ☐ is not, ☒ is required to sign this document and return 1 copies to the issuing office.

**14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)**

DUNS Number: 097779698

The purpose of this modification is to approve the revised Work Plan and Cost Estimate that was submitted by the Contractor on 4-8 and accepted by the Task Order COTR on 4-9.

This modification also increases the ceiling of this Task Order by \$350,235 which brings the total estimated cost from \$486,707 to \$836,942.

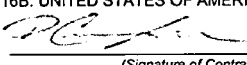
This modification also provides incremental funding in the amount of \$255,872 which brings the total obligated amount from \$486,707 to \$742,579.

TOCOR: Denise Rigney Max Expire Date: 10/31/2016

LIST OF CHANGES:

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)	
		Patrice L. Cunningham	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA	16C. DATE SIGNED
(Signature of person authorized to sign)		 (Signature of Contracting Officer)	04/21/2015

## CONTINUATION SHEET

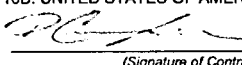
REFERENCE NO. OF DOCUMENT BEING CONTINUED  
EP-W-14-020/0027/004PAGE OF  
2 3NAME OF OFFEROR OR CONTRACTOR  
SRA International, Inc.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>Reason for Modification : Other Administrative Action</p> <p>Total Amount for this Modification: \$350,235.00 New Total Amount for this Version: \$836,942.00 New Total Amount for this Award: \$836,942.00 Obligated Amount for this Modification: \$255,872.00 New Total Obligated Amount for this Award: \$742,579.00 Incremental Funded Amount changed: from \$486,707.00 to \$742,579.00 CHANGES FOR LINE ITEM NUMBER: 1 Total Amount changed from \$486,707.00 to \$836,942.00 Obligated Amount for this modification: \$255,872.00 Incremental Funded Amount changed from \$486,707.00 to \$742,579.00</p> <p>CHANGES FOR DELIVERY LOCATION: HPOD Amount changed from \$486,707.00 to \$836,942.00</p> <p>NEW ACCOUNTING CODE ADDED: Account code: 14-15-B-03L00DD-202B63-2505-1503LL1008-001 Beginning Fiscal Year 14 Ending Fiscal Year 15 Fund (Appropriation) B Budget Organization 03L00DD Program (PRC) 202B63 Budget (BOC) 2505 Job # (Site/Project) Cost Organization DCN-LineID 1503LL1008-001 Quantity: 0 Amount: \$229,872.00 Percent: 27.4657 Subject To Funding: N Payment Address: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (AA216-01) 109 TW Alexander Drive www2.epa.gov/financial/contracts Durham NC 27711</p> <p>NEW ACCOUNTING CODE ADDED: Account code: 14-15-B-03L00DD-202BD4-2505-1503LL1008-002 Continued ...</p>				

## CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED  
EP-W-14-020/0027/004PAGE OF  
3 3NAME OF OFFEROR OR CONTRACTOR  
SRA International, Inc.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	Beginning Fiscal Year 14 Ending Fiscal Year 15 Fund (Appropriation) B Budget Organization 03L00DD Program (PRC) 202BD4 Budget (BOC) 2505 Job # (Site/Project) Cost Organization DCN-LineID 1503LL1008-002 Quantity: 0 Amount: \$26,000.00 Percent: 3.10655 Subject To Funding: N Payment Address: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (AA216-01) 109 TW Alexander Drive www2.epa.gov/financial/contracts Durham NC 27711  Delivery Location Code: HPOD Denise Rigney US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460 USA  FOB: Destination Period of Performance: 08/04/2014 to 10/31/2016				

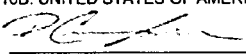
<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>				1. CONTRACT ID CODE		PAGE OF PAGES	
						1      2	
2. AMENDMENT/MODIFICATION NO.		3. EFFECTIVE DATE		4. REQUISITION/PURCHASE REQ. NO.		5. PROJECT NO. (If applicable)	
005		04/28/2015		PR-R3-15-00092			
6. ISSUED BY		CODE		7. ADMINISTERED BY (If other than Item 6)		CODE	
HPOD							
US Environmental Protection Agency Headquarters Procurement Operations Ariel Rios Building 1200 Pennsylvania Avenue, NW Washington DC 20460							
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)				(x) 9A. AMENDMENT OF SOLICITATION NO.			
SRA International, Inc.							
Attn: NA				9B. DATED (SEE ITEM 11)			
4300 FAIR LAKES COURT							
Fairfax VA 22033							
CODE		FACILITY CODE		X 10A. MODIFICATION OF CONTRACT/ORDER NO.			
097779698				EP-W-14-020			
				0027			
				10B. DATED (SEE ITEM 13)			
				08/04/2014			
<b>11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS</b>							
<input type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers <span style="float: right;"><input type="checkbox"/> is extended, <input type="checkbox"/> is not extended.</span> Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.							
12. ACCOUNTING AND APPROPRIATION DATA (If required)				Net Increase:		\$20,533.62	
See Schedule							
<b>13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.</b>							
CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.						
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).						
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:						
	D. OTHER (Specify type of modification and authority)						
X	FAR 52.232-22						
<b>E. IMPORTANT:</b> Contractor <input checked="" type="checkbox"/> is not, <input type="checkbox"/> is required to sign this document and return _____ copies to the issuing office.							
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)							
DUNS Number: 097779698							
The purpose of this modification is to provide incremental funding in the amount of \$20,533.62 which brings the total obligated amount from \$742,579.00 to \$763,112.62.							
TOCOR: Denise Rigney Max Expire Date: 10/31/2016							
LIST OF CHANGES:							
Reason for Modification : Funding Only Action							
Obligated Amount for this Modification: \$20,533.62							
New Total Obligated Amount for this Award: \$763,112.62							
Incremental Funded Amount changed: from \$742,579.00 to \$763,112.62							
CHANGES FOR LINE ITEM NUMBER: 1							
Continued ...							
Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.							
15A. NAME AND TITLE OF SIGNER (Type or print)				16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)			
				Patrice L. Cunningham			
15B. CONTRACTOR/OFFEROR		15C. DATE SIGNED		16B. UNITED STATES OF AMERICA		16C. DATE SIGNED	
(Signature of person authorized to sign)				 (Electronic Signature) (Signature of Contracting Officer)		04/28/2015	
NSN 7540-01-152-8070 Previous edition unusable				STANDARD FORM 30 (REV. 10-83) Prescribed by GSA FAR (48 CFR) 53.243			

## CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED  
EP-W-14-020/0027/005PAGE OF  
2 2NAME OF OFFEROR OR CONTRACTOR  
SRA International, Inc.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>Obligated Amount for this modification: \$20,533.62 Incremental Funded Amount changed from \$742,579.00 to \$763,112.62</p> <p>CHANGES FOR ACCOUNTING CODE: 14-15-B-03LP0CB-202B63-2505-1503LL1005-001 Amount changed from \$349,466.38 to \$370,000.00 Percent changed from 71.80221 to 44.20856</p> <p>Delivery Location Code: HPOD Denise Rigney US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460 USA</p> <p>FOB: Destination Period of Performance: 08/04/2014 to 10/31/2016</p>				



<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>		<b>1. CONTRACT ID CODE</b>		<b>PAGE OF PAGES</b>	
				1      2	
<b>2. AMENDMENT/MODIFICATION NO.</b>		<b>3. EFFECTIVE DATE</b>		<b>4. REQUISITION/PURCHASE REQ. NO.</b>	
006		06/17/2015		PR-R3-15-00233	
<b>6. ISSUED BY</b>		<b>CODE</b>		<b>7. ADMINISTERED BY (If other than Item 6)</b>	
HPOD		HPOD			
HPOD US Environmental Protection Agency Headquarters Procurement Operations Ariel Rios Building 1200 Pennsylvania Avenue, NW Washington DC 20460					
<b>8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)</b>				<b>9A. AMENDMENT OF SOLICITATION NO.</b>	
SRA International, Inc. Attn: NA 4300 FAIR LAKES COURT Fairfax VA 22033					
				<b>9B. DATED (SEE ITEM 11)</b>	
				<b>10A. MODIFICATION OF CONTRACT/ORDER NO.</b>	
				EP-W-14-020	
				0027	
				<b>10B. DATED (SEE ITEM 13)</b>	
				08/04/2014	
<b>CODE</b>		<b>FACILITY CODE</b>			
097779698					
<b>11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS</b>					
<input type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers <input type="checkbox"/> is extended, <input type="checkbox"/> is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.					
<b>12. ACCOUNTING AND APPROPRIATION DATA (If required)</b>				<b>Net Increase:</b>	
See Schedule				\$30,000.00	
<b>13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.</b>					
<b>CHECK ONE</b>	<b>A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.</b>				
	<b>B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).</b>				
	<b>C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:</b>				
	<b>D. OTHER (Specify type of modification and authority)</b>				
X	FAR 52.232-22				
<b>E. IMPORTANT:</b> Contractor <input checked="" type="checkbox"/> is not, <input type="checkbox"/> is required to sign this document and return _____ copies to the issuing office.					
<b>14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)</b>					
DUNS Number: 097779698					
The purpose of this modification is to provide incremental funding in the amount of \$30,000.00 which brings the total obligated amount from \$763,112.62 to \$793,112.62.					
TOCOR: Denise Rigney Max Expire Date: 10/31/2016					
LIST OF CHANGES:					
Reason for Modification : Funding Only Action					
Obligated Amount for this Modification: \$30,000.00					
New Total Obligated Amount for this Award: \$793,112.62					
Incremental Funded Amount changed: from \$763,112.62 to \$793,112.62					
Continued ...					
Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.					
<b>15A. NAME AND TITLE OF SIGNER (Type or print)</b>				<b>16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)</b>	
				Patrice L. Cunningham	
<b>15B. CONTRACTOR/OFFEROR</b>		<b>15C. DATE SIGNED</b>		<b>16B. UNITED STATES OF AMERICA</b>	
				 ELECTRONIC SIGNATURE	
(Signature of person authorized to sign)				06/17/2015	

## CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED  
EP-W-14-020/0027/006PAGE OF  
2 2NAME OF OFFEROR OR CONTRACTOR  
SRA International, Inc.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>CHANGES FOR LINE ITEM NUMBER: 1 Obligated Amount for this modification: \$30,000.00 Incremental Funded Amount changed from \$763,112.62 to \$793,112.62</p> <p>NEW ACCOUNTING CODE ADDED: Account code: 14-15-B-03LP0CB-202B63-2505-1503LL1015-001 Beginning Fiscal Year 14 Ending Fiscal Year 15 Fund (Appropriation) B Budget Organization 03LP0CB Program (PRC) 202B63 Budget (BOC) 2505 Job # (Site/Project) Cost Organization DCN-LineID 1503LL1015-001 Quantity: 0 Amount: \$30,000.00 Percent: 3.58448 Subject To Funding: N Payment Address: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (AA216-01) 109 TW Alexander Drive www2.epa.gov/financial/contracts Durham NC 27711</p> <p>Delivery Location Code: HPOD Denise Rigney US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460 USA</p> <p>FOB: Destination Period of Performance: 08/04/2014 to 10/31/2016</p>				

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>		1. CONTRACT ID CODE		PAGE OF PAGES 1 4	
2. AMENDMENT/MODIFICATION NO. 007		3. EFFECTIVE DATE 09/28/2015		4. REQUISITION/PURCHASE REQ. NO. See Schedule	
6. ISSUED BY HPOD US Environmental Protection Agency Headquarters Procurement Operations Ariel Rios Building 1200 Pennsylvania Avenue, NW Washington DC 20460		7. ADMINISTERED BY (If other than Item 6)		5. PROJECT NO. (If applicable)	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) SRA International, Inc. Attn: NA 4300 FAIR LAKES COURT Fairfax VA 22033		(x) 9A. AMENDMENT OF SOLICITATION NO.		9B. DATED (SEE ITEM 11)	
CODE 097779698 FACILITY CODE		x 10A. MODIFICATION OF CONTRACT/ORDER NO. EP-W-14-020 0027		10B. DATED (SEE ITEM 13) 08/04/2014	

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended.  
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required) Net Increase: \$490,089.98  
See Schedule

**13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
X	D. OTHER (Specify type of modification and authority) FAR 52.243-3

E. IMPORTANT: Contractor ☐ is not, ☒ is required to sign this document and return 1 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

DUNS Number: 097779698

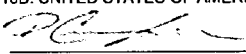
The purpose of this modification is to approve the revised Work Plan and Cost Estimate that was submitted by the Contractor on 9-18 and accepted by the COTR on 9-18. These changes are in response to the Government's revised Statement of Work.

This modification extends the period of performance to October 31, 2017.

This modification increases the ceiling by \$500,535 which brings the total estimated cost from \$836,942 to \$1,337,477.

This modification also provides incremental funds in the amount of \$490,089.98 which brings Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Patrice L. Cunningham	
15B. CONTRACTOR/OFFEROR  (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA  (Signature of Contracting Officer)	16C. DATE SIGNED 09/28/2015

## CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED  
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NAME OF OFFEROR OR CONTRACTOR  
SRA International, Inc.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>the total obligated amount from \$793,112.62 to \$1,283,202.60.</p> <p>TOCOR: Denise Rigney Max Expire Date: 10/31/2017 LIST OF CHANGES: Reason for Modification : Supplemental Agreement for work within scope Period Of Performance End Date 'changed from 31-OCT-16 to 31-OCT-17 Total Amount for this Modification: \$500,535.00 New Total Amount for this Version: \$1,337,477.00 New Total Amount for this Award: \$1,337,477.00 Obligated Amount for this Modification: \$490,089.98 New Total Obligated Amount for this Award: \$1,283,202.60 Incremental Funded Amount changed: from \$793,112.62 to \$1,283,202.60 Maximum Potential Expiration Date changed to : 10/31/2017 CHANGES FOR LINE ITEM NUMBER: 1 Total Amount changed from \$836,942.00 to \$1,337,477.00 Obligated Amount for this modification: \$490,089.98 Incremental Funded Amount changed from \$793,112.62 to \$1,283,202.60</p> <p>CHANGES FOR DELIVERY LOCATION: HPOD Amount changed from \$836,942.00 to \$1,337,477.00</p> <p>NEW ACCOUNTING CODE ADDED: Account code: 15-16-BR-03L0X13-202BD4X25-2505-1503LL1020-001 Beginning FiscalYear 15 Ending Fiscal Year 16 Fund (Appropriation) BR Budget Organization 03L0X13 Program (PRC) 202BD4X25 Budget (BOC) 2505 Job # (Site/Project) Cost Organization DCN-LineID 1503LL1020-001 Quantity: 0 Amount: \$60,089.98 Percent: 4.49279 Subject To Funding: N Payment Address: RTP Finance Center US Environmental Protection Agency Continued ...</p>				

## CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED  
EP-W-14-020/0027/007PAGE OF  
3 4NAME OF OFFEROR OR CONTRACTOR  
SRA International, Inc.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	RTP-Finance Center (AA216-01) 109 TW Alexander Drive www2.epa.gov/financial/contracts Durham NC 27711  NEW ACCOUNTING CODE ADDED: Account code: 15-16-B-03LP0CB-202B63-2505-1503LL1020-002 Beginning FiscalYear 15 Ending Fiscal Year 16 Fund (Appropriation) B Budget Organization 03LP0CB Program (PRC) 202B63 Budget (BOC) 2505 Job # (Site/Project) Cost Organization DCN-LineID 1503LL1020-002 Quantity: 0 Amount: \$90,000.00 Percent: 6.72909 Subject To Funding: N Payment Address: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (AA216-01) 109 TW Alexander Drive www2.epa.gov/financial/contracts Durham NC 27711  NEW ACCOUNTING CODE ADDED: Account code: 15-16-B-03LP0CB-202B63-2505-1503LL1024-001 Beginning FiscalYear 15 Ending Fiscal Year 16 Fund (Appropriation) B Budget Organization 03LP0CB Program (PRC) 202B63 Budget (BOC) 2505 Job # (Site/Project) Cost Organization DCN-LineID 1503LL1024-001 Quantity: 0 Amount: \$340,000.00 Percent: 25.421 Subject To Funding: N Payment Address: RTP Finance Center US Environmental Protection Agency Continued ...				

## CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED  
EP-W-14-020/0027/007PAGE OF  
4 4NAME OF OFFEROR OR CONTRACTOR  
SRA International, Inc.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>RTP-Finance Center (AA216-01) 109 TW Alexander Drive www2.epa.gov/financial/contracts Durham NC 27711</p> <p>Delivery Location Code: HPOD Denise Rigney US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460 USA</p> <p>FOB: Destination Period of Performance: 08/04/2014 to 10/31/2017</p>				

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>		1. CONTRACT ID CODE		PAGE OF PAGES 1 3	
2. AMENDMENT/MODIFICATION NO. 008		3. EFFECTIVE DATE 06/22/2016		4. REQUISITION/PURCHASE REQ. NO. See Schedule	
5. PROJECT NO. (If applicable)		6. ISSUED BY HPOD		7. ADMINISTERED BY (If other than Item 6)	
HPOD US Environmental Protection Agency Headquarters Procurement Operations Ariel Rios Building 1200 Pennsylvania Avenue, NW Washington DC 20460		8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) SRA International, Inc. Attn: NA 4300 FAIR LAKES COURT Fairfax VA 22033		9A. AMENDMENT OF SOLICITATION NO. 9B. DATED (SEE ITEM 11) 9C. DATED (SEE ITEM 11) 9D. DATED (SEE ITEM 11) 9E. DATED (SEE ITEM 11) 9F. DATED (SEE ITEM 11) 9G. DATED (SEE ITEM 11) 9H. DATED (SEE ITEM 11) 9I. DATED (SEE ITEM 11) 9J. DATED (SEE ITEM 11) 9K. DATED (SEE ITEM 11) 9L. DATED (SEE ITEM 11) 9M. DATED (SEE ITEM 11) 9N. DATED (SEE ITEM 11) 9O. DATED (SEE ITEM 11) 9P. DATED (SEE ITEM 11) 9Q. DATED (SEE ITEM 11) 9R. DATED (SEE ITEM 11) 9S. DATED (SEE ITEM 11) 9T. DATED (SEE ITEM 11) 9U. DATED (SEE ITEM 11) 9V. DATED (SEE ITEM 11) 9W. DATED (SEE ITEM 11) 9X. DATED (SEE ITEM 11) 9Y. DATED (SEE ITEM 11) 9Z. DATED (SEE ITEM 11) 9AA. DATED (SEE ITEM 11) 9AB. DATED (SEE ITEM 11) 9AC. 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11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended. ☐ is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required) Net Increase: \$485,603.00  
See Schedule

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
X	D. OTHER (Specify type of modification and authority) FAR 52.243-3

E. IMPORTANT: Contractor ☐ is not. ☒ is required to sign this document and return 1 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)  
DUNS Number: 097779698

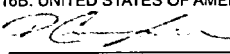
The purpose of this modification is to approve the revised Work Plan and Cost Estimate that was submitted by the Contractor on 6-8 and accepted by the COTR on 6-16. These changes are in response to the Government's revised Statement of Work.

This modification increases the ceiling by \$492,382.92 which brings the total estimated cost from \$1,337,477.00 to \$1,829,859.92.

This modification also provides incremental funds in the amount of \$485,603.00 which brings the total obligated amount from \$1,283,202.60 to \$1,768,805.60.

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9 A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Patrice L. Cunningham	
15B. CONTRACTOR/OFFEROR  (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA  (Signature of Contracting Officer)	16C. DATE SIGNED 06/22/2016

## CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED  
EP-W-14-020/0027/008PAGE OF  
2 3NAME OF OFFEROR OR CONTRACTOR  
SRA International, Inc.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>TOCOR: Denise Rigney Max Expire Date: 10/31/2017</p> <p>LIST OF CHANGES:</p> <p>Reason for Modification : Supplemental Agreement for work within scope</p> <p>Total Amount for this Modification: \$492,382.92</p> <p>New Total Amount for this Version: \$1,829,859.92</p> <p>New Total Amount for this Award: \$1,829,859.92</p> <p>Obligated Amount for this Modification: \$485,603.00</p> <p>New Total Obligated Amount for this Award: \$1,768,805.60</p> <p>Incremental Funded Amount changed: from \$1,283,202.60 to \$1,768,805.60</p> <p>CHANGES FOR LINE ITEM NUMBER: 1</p> <p>Total Amount changed from \$1,337,477.00 to \$1,829,859.92</p> <p>Obligated Amount for this modification: \$485,603.00</p> <p>Incremental Funded Amount changed from \$1,283,202.60 to \$1,768,805.60</p> <p>CHANGES FOR DELIVERY LOCATION: HPOD</p> <p>Amount changed from \$1,337,477.00 to \$1,829,859.92</p> <p>NEW ACCOUNTING CODE ADDED:</p> <p>Account code:</p> <p>15-16-B-03L00WS-202B89-2505-1603LL1004-001</p> <p>Beginning FiscalYear 15</p> <p>Ending Fiscal Year 16</p> <p>Fund (Appropriation) B</p> <p>Budget Organization 03L00WS</p> <p>Program (PRC) 202B89</p> <p>Budget (BOC) 2505</p> <p>Job # (Site/Project)</p> <p>Cost Organization</p> <p>DCN-LineID 1603LL1004-001</p> <p>Quantity: 0</p> <p>Amount: \$85,603.00</p> <p>Percent: 4.67812</p> <p>Subject To Funding: N</p> <p>Payment Address:</p> <p>RTP Finance Center</p> <p>US Environmental Protection Agency</p> <p>RTP-Finance Center (AA216-01)</p> <p>109 TW Alexander Drive</p> <p>www2.epa.gov/financial/contracts</p> <p>Durham NC 27711</p> <p>NEW ACCOUNTING CODE ADDED:</p> <p>Continued ...</p>				



## CONTINUATION SHEET

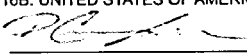
REFERENCE NO. OF DOCUMENT BEING CONTINUED  
EP-W-14-020/0027/008PAGE OF  
3 3NAME OF OFFEROR OR CONTRACTOR  
SRA International, Inc.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	Account code: 15-16-B-03LP0CB-202B63-2505-1603LL1002-001 Beginning FiscalYear 15 Ending Fiscal Year 16 Fund (Appropriation) B. Budget Organization 03LP0CB Program (PRC) 202B63 Budget (BOC) 2505 Job # (Site/Project) Cost Organization DCN-LineID 1603LL1002-001 Quantity: 0 Amount: \$400,000.00 Percent: 21.8596 Subject To Funding: N Payment Address: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (AA216-01) 109 TW Alexander Drive www2.epa.gov/financial/contracts Durham NC 27711  Delivery Location Code: HPOD Denise Rigney US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460 USA  FOB: Destination Period of Performance: 08/04/2014 to 10/31/2017				



**Thank you for taking the survey**

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<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>				1. CONTRACT ID CODE		PAGE OF PAGES	
						1      3	
2. AMENDMENT/MODIFICATION NO.		3. EFFECTIVE DATE		4. REQUISITION/PURCHASE REQ. NO.		5. PROJECT NO. (If applicable)	
009		01/31/2017		PR-R3-16-00367			
6. ISSUED BY		CODE		7. ADMINISTERED BY (If other than Item 6)		CODE	
HPOD							
US Environmental Protection Agency Headquarters Procurement Operations Ariel Rios Building 1200 Pennsylvania Avenue, NW Washington DC 20460							
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)				(x)			
SRA INTERNATIONAL, INC. Attn: FLORIDA HENDRICKS 4300 FAIR LAKES COURT FAIRFAX VA 220334232				9A. AMENDMENT OF SOLICITATION NO.			
				9B. DATED (SEE ITEM 11)			
				10A. MODIFICATION OF CONTRACT/ORDER NO. EP-W-14-020 0027			
10B. DATED (SEE ITEM 13) 08/04/2014							
CODE 097779698		FACILITY CODE					
<b>11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS</b>							
<input type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers <input type="checkbox"/> is extended. <input type="checkbox"/> is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.							
12. ACCOUNTING AND APPROPRIATION DATA (If required) See Schedule				Net Increase:		\$199,000.00	
<b>13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.</b>							
CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.						
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).						
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:						
	D. OTHER (Specify type of modification and authority)						
X	FAR 52.243-3						
<b>E. IMPORTANT:</b> Contractor <input type="checkbox"/> is not. <input checked="" type="checkbox"/> is required to sign this document and return <u>1</u> copies to the issuing office.							
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)							
DUNS Number: 097779698							
The purpose of this modification is to approve the revised Work Plan and Cost Estimate that was submitted by the Contractor on 1-4 and accepted by the COTR on 1-10. These changes are in response to the Government's revised Statement of Work.							
This modification increases the ceiling by \$200,829.59 which brings the total estimated cost from \$1,829,859.92 to \$2,030,689.51.							
This modification also provides incremental funds in the amount of \$199,000.00 which brings the total obligated amount from \$1,768,805.60 to \$1,967,805.60.							
Continued ...							
Except as provided herein, all terms and conditions of the document referenced in Item 9 A or 10A, as heretofore changed, remains unchanged and in full force and effect.							
15A. NAME AND TITLE OF SIGNER (Type or print)				16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)			
				Patrice L. Cunningham			
15B. CONTRACTOR/OFFEROR		15C. DATE SIGNED		16B. UNITED STATES OF AMERICA		16C. DATE SIGNED	
(Signature of person authorized to sign)				 (Electronic Signature) (Signature of Contracting Officer)		01/31/2017	
NSN 7540-01-152-8070 Previous edition unusable				STANDARD FORM 30 (REV. 10-83) Prescribed by GSA FAR (48 CFR) 53.243			

## CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED  
EP-W-14-020/0027/009

PAGE 2 OF 3

NAME OF OFFEROR OR CONTRACTOR  
SRA INTERNATIONAL, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>This modification also extends the period of performance to October 31, 2017.</p> <p>TOCOR: Denise Rigney Max Expire Date: 10/31/2018</p> <p>LIST OF CHANGES:</p> <p>Reason for Modification : Supplemental Agreement for work within scope</p> <p>Period Of Performance End Date changed from 31-OCT-17 to 31-OCT-18</p> <p>Total Amount for this Modification: \$200,829.59</p> <p>New Total Amount for this Version: \$2,030,689.51</p> <p>New Total Amount for this Award: \$2,030,689.51</p> <p>Obligated Amount for this Modification: \$199,000.00</p> <p>New Total Obligated Amount for this Award: \$1,967,805.60</p> <p>Incremental Funded Amount changed: from \$1,768,805.60 to \$1,967,805.60</p> <p>Maximum Potential Expiration Date changed to : 10/31/2018</p> <p>CHANGES FOR LINE ITEM NUMBER: 1</p> <p>Total Amount changed from \$1,829,859.92 to \$2,030,689.51</p> <p>Obligated Amount for this modification: \$199,000.00</p> <p>Incremental Funded Amount changed from \$1,768,805.60 to \$1,967,805.60</p> <p>CHANGES FOR DELIVERY LOCATION: HPOD</p> <p>Amount changed from \$1,829,859.92 to \$2,030,689.51</p> <p>NEW ACCOUNTING CODE ADDED:</p> <p>Account code:</p> <p>16-17-B-03L00WS-202B89-2505-1603LL1013-001</p> <p>Beginning Fiscal Year 16</p> <p>Ending Fiscal Year 17</p> <p>Fund (Appropriation) B</p> <p>Budget Organization 03L00WS</p> <p>Program (PRC) 202B89</p> <p>Budget (BOC) 2505</p> <p>Job # (Site/Project)</p> <p>Cost Organization</p> <p>DCN-LineID 1603LL1013-001</p> <p>Quantity: 0</p> <p>Amount: \$199,000.00</p> <p>Percent: 9.79963</p> <p>Subject To Funding: N</p> <p>Payment Address:</p> <p>RTP Finance Center</p> <p>US Environmental Protection Agency</p> <p>Continued ...</p>				

## CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED  
EP-W-14-020/0027/009PAGE OF  
3 3NAME OF OFFEROR OR CONTRACTOR  
SRA INTERNATIONAL, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	RTP-Finance Center (AA216-01) 109 TW Alexander Drive www2.epa.gov/financial/contracts Durham NC 27711  Delivery Location Code: HPOD Denise Rigney US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460 USA  FOB: Destination Period of Performance: 08/04/2014 to 10/31/2018				